

Susquehanna Area Regional Airport Authority
Airport Operations Committee
November 21, 2025
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:25: a.m. on Friday, November 21, 2025, at Harrisburg International Airport, with the following members of the Committee present:

Brian Enterline, Chair	Al Kuhner
Keith Bashore	Brian Seltzer
Bennett Chotiner	

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), William Leonard (SARAA Board), James Helsel (SARAA Board), James Gross (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Business Administration), Mick Burkett (Deputy Director, HR), Jamie Sides (Deputy Director, Maintenance), Belinda Svirbely (Deputy Director, Operations, Security and Public Safety), Kevin Bryner (Deputy Director, IT), and Camille Springer (Executive Assistant).

Guests: Delta Development: Eric Clancy, Rebecca Burk, Maggie Rory

Public Comments: None.

Minutes: The minutes of October 24, 2025, Airport Operations Committee were deemed approved.

Delta Development:

Delta Development gave an update on Capital Priorities.

Q4 2025 – Q1 2026 Grant application:

- U.S. EPA Brownfield Cleanup Grant Program (Grant Request <\$4,000,000)
- PennDOT – Multimodal Transportation Fund Program (Grant Request <\$3,000,000)

Other Initiations:

- Cumberland County Commissioners – Annual presentation November 19th, 2025
- 2026 Public Funding and Capital Priorities Meeting (SARAA/Delta – Jan. 2026)
- New Itemization Bill – Existing RACP Line-Item Authorizations, GRA, HIA, CXY
- New Itemizations – RACP and TAP for all 4 airports

Marketing & Enplanement Report:

Mr. Miller reported that October 2025 CXY Operations were 3,034, down 9.5% YoY. YTD CXY Operations was up 7.1%. This was the second busiest October since 2007. Cloudy October reduced VFR Operations by 9%. IFR Operations are stable. October MDT Operations were 4,690, down 3% YoY. YTD MDT Operations were up 9%. October Air Cargo was 5,239 tons, up 2% YoY. YTD Air Cargo growth was up 8.6%. This is the second busiest October on record. October 2025 Enplanements were 76,070, up 6.6% YoY. YTD Enplanements were up 7% vs budget, and up 13% vs 2024. This is the 21st consecutive month of YoY traffic growth at HIA. HIA's 13% growth rate ranks 6th nationally, 13 times above the US average. A record Thanksgiving travel is expected, 10% above 2019 with Tuesday and Saturday being the busiest days. Marketing is focused on MCO, the return of season service and nonstops to Miami.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase VI: Completed installing AOA fence. Continue general site cleanup and project close-out.

Rehabilitate Taxiway A, Ph 1: Revisiting hotspot Mitigation plans due to FAA comments.

Replace Passenger Boarding Bridges: Continue to work on punch list items and project closeout.

Renovate Public Restrooms: Demo work on Concourse A started on 10/31/2025 and continues. Continue project submittals and coordination.

Escalator Replacement, HIA: Otis is currently working on submittals and procurement. The NTP for physical work is anticipated for January 2026.

BHS Control System Upgrade: Project is working on punch list items and project closeout

FCRA:

Update Master Plan: The Final Draft ALP was uploaded to FAA's system for review.

Easement Acquisitions, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute professional service agreements with GFT Infrastructure, Inc. in an amount not to exceed \$39,004 and Acquisition & Infrastructure Solutions (AIS) in an amount not to exceed \$31,400, for a combined total of \$70,404 to support the acquisition of five easements surrounding GRA. GRA's approved Airport Layout Plan identifies five proposed easement acquisitions required to protect the approach and departure surfaces. Securing these easements is essential for enhancing the safety of aircraft operations. GFT Infrastructure will be responsible for obtaining property deeds, preparing property boundary information, etc. AIS will coordinate and negotiate all required easements acquisitions. Professional service fees for both firms were evaluated internally. The fees were determined to be fair and reasonable for the proposed scope of work. Funding will be provided through an FAA Grant at 90%, with a 5% State and 5% Local match. This request covers only the professional services needed to prepare and negotiate the easement acquisitions. The purchase price of the easements themselves is not included in this action.

There were no objections to forwarding this item to the full Board for approval.

Airfield Snow Removal Equipment, HIA:

Mr. Edwards that this is to approve the purchase of one Multi-Tasking Snow Removal Vehicle for use by the Airfield Grounds Maintenance Department. The total cost of the project is \$1,128,347. This project has been awarded a PA Bureau of Aviation Grant in the amount of \$1,008,000 with the balance of \$120,347 to be funded by SARAA. This machine enables one operator to perform the two functions of plowing snow and sweeping pavements simultaneously. Funding for this project comes via a PA State Grant through the Bureau of Aviation. The vehicle is available on both SourceWell and COSTARS contracts.

There were no objections to forwarding this item to the full Board for approval.

Maintenance Equipment, General Aviation Airports:

Mr. Edwards reported that this is to approve the purchase of the following equipment items:

- Two 2026 New Holland tractors for use by CXY
- One 2026 Kubota tractor for use at FCRA
- One 2026 Kubota tractor for use at GRA

The estimated total combined project cost is \$572,026. This project has received PA Bureau of Aviation grants for 90% of the purchase price in the amount of \$514,800. The combined 10% local responsibility for SARAA is \$57,226.

There were no objections to forwarding this item to the full Board for approval.

CA Services Supplemental, Group One Restrooms, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a supplement with The Sheward Partnership (TSP) in an amount not to exceed \$33,000, to provide continued construction administration services for the public restroom renovation project at HIA. Their responsibilities include participating in weekly progress meetings, reviewing shop drawings and submittals, responding to RFIs, reviewing change orders, assisting with project closeout, and preparing record drawings. This will be funded through SARAA's Capital Improvement Account.

There were no objections to forwarding this item to the full Board for approval.

Replace Training Laptops

Mr. Edwards reported that this is to approve the purchase of Lenovo Thinkpad laptops to replace existing training laptops. The cost of the purchase will be \$65,926.20. SARAA IT keeps a group of laptops available for training and to issue for work-from-home purposes. The current group of laptops are over five years old and in need of replacement. A quote was obtained from SARAA IT's primary purchasing partner, Insight. Pricing is based on the OMNIA Partners

purchasing cooperative, of which SARA is a member. Funding for this project will come from the SARA 2025 O&M budget.

There were no objections to forwarding this to the full Board for approval.

Ratification of Lease/Wright Xpress:

The owner of Wright Xpress, who has been a tenant at CXY since 2019 and currently leases land for the parking of tractor trailers, has requested to lease an additional parking lot located at 90 Lewisberry Road for the storage of empty trailers. The lot is approximately 34,000 square feet and is currently not in use. Wright Xpress recently secured a new military contract requiring immediate access to additional trailer storage space. SARA authorized Wright Xpress to begin utilizing the lot on November 10th to support the operational requirements of the contract. The monthly rent is \$1,558.33 with an annual CPI increase. The leased area is approximately 34,000 square feet. The use is for the storage of empty trailers. Staff recommends that the Board approve the retroactive execution of the month-to-month lease agreement with Wright Xpress.

There were no objections to forwarding this item to the full Board for approval.

GA Update:

Mr. Collins reported on the following:

Tracking Equipment: Runway Stats has installed Aircraft Operations Tracking Equipment at CXY, FCRA and GRA. This is a great tool to show the value of the airports and to secure additional funding. Mr. Collins showed monthly operations to date for both FCRA and GRA for September and October 2025.

Airport Beacon History: Mr. Al Houck gave a presentation on the Airport Beacon history, and the CXY Beacon Significance. He said that originally, the U.S. Army Air Service pilots used bonfires to guide night flights for the Air Mail Service. In 1926, the Bureau of Air Commerce began installing rotating airway beacons on towers. By the late 1920's hundreds of beacons formed transcontinental lighted airways, enabling dependable coast-to-coast night flights. CXY's beacon was manufactured in 1926. The airport's first transcontinental air mail service was conducted on October 25, 1930. The beacon is 99 years old and makes it one of the longest lasting original US air mail beacons in the country. Mr. Houck suggested that the Beacon go on static display at HIA and dedicate it to workers who have worked here since 1926.

Adjournment: Mr. Enterline adjourned the meeting at 9:50 a.m.

Next Meeting: Friday, January 23, 2026, 8:00 a.m., Harrisburg International Airport

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer